

**CITY OF MISHAWAKA, BOARD OF PARKS & RECREATION  
MINUTES OF THE MEETING**

**DATE:** October 8, 2012  
**TIME:** 4:30 p.m.  
**PLACE:** Battell Center Community Room  
**PRESENT:** John Coppens, Carolyn Teeter, Bob Shriner, & Michael Bergin  
**ALSO PRESENT:** Terry Zeller, Michelle Wotring

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Board Vice President, John Coppens, called the regularly scheduled meeting to order at 4:27 p.m. The Pledge of Allegiance was recited. Mr. Coppens then called for approval of the minutes of the September 17 and September 24 meetings. Mr. Shriner moved to approve the minutes as submitted and Mrs. Teeter seconded it. The motion carried unanimously.

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**OLD BUSINESS:**

None discussed.

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**NEW BUSINESS:**

Mrs. Wotring requested approval for payment of claims for the Parks & Recreation Department as listed below:

<u>Docket Number</u>	<u>Amount</u>
2012-00000366	\$166.00
2012-00000371	\$35,044.39
2012-00000372	\$475.20
2012-00000374	\$615.96

Mrs. Teeter moved to approve the claims as presented on the above dockets and Mr. Bergin seconded the motion. The motion carried unanimously.

Mr. Zeller requested approval of both August and September donations. Mr. Shriner moved to approve the August donations of \$565.76 and the September donations of \$1,495.14. Mrs. Teeter seconded the motion. The motion carried unanimously.

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**SUPERINTENDENT'S REPORT:**

Mr. Zeller indicated he would be giving Mr. Frye's report who could not be in attendance. He informed the Board that bids were being advertised for re-decking the pedestrian bridge on the golf course. The project is expected to be done by the spring.

**DIVISION REPORTS:**

Mrs. Carpenter provided the Board with a summary of activities for Recreation and Special Events. Mrs. Carpenter's report included meetings, facility revenue for the Disc Golf Course, and events by month in which she had participated or facilitated last quarter. She advised the Board that the Disc Golf Course would be closing the following week and disc baskets removed. She also indicated that youth sports were up and running and that she was planning a six day "winter" camp in December at Battell Center similar to the summer camp at Castle Manor.

Mr. Zeller gave Mr. Frye's report for the golf operations for the third quarter. The report indicated revenues were about \$20,000.00 up from the 2007 benchmark year. It also stated that the Benny Leonard Memorial Tournament was very successful under the direction of Mr. Don DeCraene. It was noted, however, by the Board, that this event, while successful, did not replace the Park Department event approved by the Board in 2007. The Board commented it would like to see the Department get the event on the books for 2013 well in advance.

Mr. Fowler reported the maintenance activities for the golf course for last quarter. Mr. Fowler highlighted a few items, including tree removal, irrigation satellite repairs, stump grinding, parking lot crack repairs, and grass care activities for greens, tees and fairways due to heat/drought. Mr. Fowler also stated that it was leaf season already.

Mr. Springer had a lengthy landscaping report and verbally shared only a handful of activities which included plantings at Shiojiri (Juniper), Kamm Island (memorial trees on behalf of Adolph Kamm), Beutter (Kerry and Bonnie Santana, and the golf course (a Kousa Dogwood for the Cossman family). He touched upon how great the volunteers were through Summer of Service and Bethel College, and gave Mr. John Goeller credit and thanks for his snow rake idea to help break up and clean out the sludge in the raceway at Beutter. Before finishing his report, Mr. Springer requested acceptance of 200 day lilies donated by Mr. Mike Gygi which were placed at the Police Department, Kate's Garden and Kamm Island. Mrs. Teeter moved to approve the donation as presented and Mr. Bergin seconded it. The motion carried unanimously.

Mr. VanNevel provided end-of-season detailed financial reports for both Merrifield and Mary Gibbard Pools. He touched upon a few of the items in his report, like the introduction of a temporary pass, attendance totals being the highest in 17 years, and extending lap swim dates an extra week. Mr. VanNevel also suggested a few changes for Mary Gibbard for 2013 like adding an interactive play area to cater to younger children and concessions.

Mr. Coppens then called for additional questions and/or comments from any others present at the Board meeting. As there were no further questions or comments to be made, Mrs. Teeter moved to adjourn the meeting and Mr. Bergin seconded the motion. The motion carried unanimously.

Meeting was adjourned at 5:02 p.m.

Submitted for Approval to the Board

Michelle L. Wotring,  
Office Manager, Parks & Recreation

Approved: \_\_\_\_\_  
Carolyn Teeter, Board Secretary